

WASHOUGAL SCHOOL DISTRICT NO. 112-06
Board of Directors' Meeting
Tuesday, April 10, 2012
5:00 p.m. Executive Session at District Office
6:30 p.m. Regular Session at Canyon Creek Middle School

PRESENT: Blaine Peterson, Board Director; Elaine Pfeifer, Board Director; Ron Dinius, Board Director; Terrie Hutchins, Board Director; Karen Rubino, Board Director; Dawn Tarzian, Superintendent and Secretary to the Board.

The meeting was called to order at 5:00 p.m. and recessed immediately to executive session.

EXECUTIVE SESSION (District Office)

A. RCW 42.30.110(1)(i) – Legal Counsel

Elaine Pfeifer moved, seconded by Ron Dinius, to return to regular session at 5:40 p.m. The motion carried unanimously. Blaine Peterson called for a recess in order to allow for travel time to Canyon Creek Middle School for a tour of the building and the regular meeting.

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

Blaine Peterson called the meeting back to regular session at 6:30 p.m. and led the pledge of allegiance.

2. AGENDA REVISIONS

Dawn Tarzian asked to have Policy 5215 (agenda item 8.C.) pulled from the agenda. She would like to further edit this proposed policy, and will bring it back to a future regular meeting. Blaine Peterson noted the addition of a personnel report that was added since the original distribution of board packets. This will be considered under the Consent Agenda (item 6.C.).

3. COMMENTS – BOARD OF DIRECTORS AND ADMINISTRATORS

Karen Rubino thanked Sandi Christensen for the tour of Canyon Creek Middle School (CCMS), adding that it is a very nice facility. Ron Dinius informed the board that the Washington State School Directors' Association (WSSDA) has asked districts for legislative proposals for their platform this year. Ron suggested that the "unfunded mandates" issue continue to be a priority in communications with the state. Ron reminded board members to file their public disclosure documents by April 15. The state is asking districts to recommend students who may wish to intern with projects related to budget forecasting. Ron will attend a WSSDA Regional Meeting on Wednesday, April 11 with Dawn Tarzian in Battle Ground. Elaine Pfeifer shared her appreciation in seeing students using the ball fields next to District Office.

4. SUPERINTENDENT'S UPDATE

Dawn Tarzian offered congratulations to the Robotics Club and specifically the Team Mean Machine that took first place at the Seattle FIRST Regional Robotics Competition. The theme of the competition was "Rebound Rumble" which basically required that the robots play basketball. Our Camas, Washougal, and Hockinson team was also awarded the Delphi Engineering Excellence Award. They are now headed to the World Championship in St. Louis scheduled at the end of the month, April 25 – 28. Their flight is paid for but they are raising the funds for food, ground

transportation and hotels. Donations can be made at www.team2471.org. Six Washougal kids were on the team. One of them, Anna Kellogg, will be going to the World Championships at the end of April. The board will be getting an out of state travel request at the April 24 meeting. Dawn asked the board to please understand the timing of this request.

Children's Dental Health Day was on February 4. We received a thank you from Kathy Falkner, Community Health Worker with Clark County Public Health, for our efforts to get the word out to families. 264 children (who did not have dental insurance) received dental care. Typically, the value of this care is over \$100,000.

The district is gearing up for the 9th annual STRIDE event. The Washougal Schools Foundation Stride Cat is in the process of visiting our schools and registration forms are being distributed. The Stride date is May 19th. Get the date on your calendar – would love to see the full board out helping or participating in the event. Order your T-shirts now!

Rick Thomas is collecting donations for the Turf Field fund. He has requested that there be full support from the board and superintendent, “skin in the game” were his words.

Dawn shared budget information from Marcia Fromhold that she recently received at a regional superintendents' meeting with the board. The document included in their board packets outlines the six different proposals currently before the legislature. She is hopeful that the state's budgeting decisions will not be drawn out too long, since that makes budgeting more difficult for individual districts.

5. COMMENTS - CITIZENS

None.

6. CONSENT AGENDA

Board members received and reviewed the following documents in advance of the meeting:

A. Meeting Minutes (March 27, 2012)

B. Accounts Payable (April 2012)

General Fund

Warrant numbers 185631 – 185686 in the amount of \$58,959.22 (Pay date: April 13, 2012)

ASB Fund

Warrant numbers 19154 – 19164 in the amount of \$1,655.25 (Pay date: April 13, 2012)

C. Personnel Report

D. Contracts

E. Executive Responsibilities 12 – Communication with the Public

F. Travel

G. Field Trips

H. Donations

Elaine Pfeifer moved, seconded by Terrie Hutchins, to approve the consent agenda as presented. The motion carried unanimously.

7. PRESENTATIONS

A. Canyon Creek Middle School Improvement Plan

Sandi Christensen welcomed the board to CCMS. The CCMS staff chose to use a classroom for the meeting site in order to highlight the classroom uses of an interactive white board. Sandi thanked Lori Schilling and Susan Stevens for all their technical work on the presentation. She introduced

the other presenters and staff members present: Ashley Johnson, Leanna Vaughn, Michele Mederos and Kay Ball.

Ashley shared the school's reading and language arts priorities, including the Read 180 program. David Tudor has helped teachers with an identification tool for the LAP program. Staff uses easyCBM and MSP data in conjunction with a "decision tree" to identify the students to be served in this intensive program. Susan spoke about CCMS's building-wide vocabulary instruction in reading, based on research showing that vocabulary is best mastered when learned across all areas of study. Students learn common prefixes and suffixes each week, building-wide, so that all teachers the students come into contact with can work to reinforce those words and terms throughout the week. Susan shared how students are identified for writing intervention, and then placed in the school's Active Writing class, which is helping to bring a significant number of students up to standards in their writing assessments. The CCMS math professional learning community (PLC) works to identify students for placement as well as intervention. Lori shared how students' math progress is monitored. The PLC uses student assessments to know where to focus instruction. Leanna, in 8th grade math, looks at what the school is doing to make sure that its students are prepared for high school math. The PLC looks at a list of core contents that need to be mastered at each grade. As part of the assessment process, students rate themselves in their own confidence levels in areas of core content. Teachers use this feedback to help guide instruction. Students with Ds and Fs in math are invited to come in for extra time on Tuesdays and Thursdays, when staff members volunteer to provide extra help in the mastering of concepts and the development of good study habits. Michele spoke about the many programs and events the school participates in toward preventing bullying. Their goal is to provide ongoing education regarding the dynamics related to bullying throughout the school year. Research shows that students are more successful in school when they feel safe. Learning objectives include clearly understanding the definition of bullying, which is different from normal conflict and understanding the responsibility of being a bystander, enforcing the idea that "you are either part of the problem or part of the solution, with no middle ground". Lori spoke about CCMS's work on school climate. Four staff members have recently received training in the positive behavioral interventions and supports (PBIS) system. The school will begin implementation of the program next fall. CCMS sets clear expectations through its ABCs: Acting safely, Being respectful, and students Conducting themselves responsibly. Sandi closed by mentioning this year's ASB motto: "Step up, step out and be the change". She thanked Susan for the use of her classroom and the CCMS Boosters for contributing toward the purchase of interactive white boards for the school.

Elaine Pfeifer shared that she is impressed with the PLC teamwork at CCMS. The continuity in instruction between the classrooms is nice to see, as with the common vocabulary example. She appreciates the work done toward improving students' study skills, and would even like to see this work expanded. She is also excited to see the PBIS progress. The board thanked the CCMS staff for their presentation.

• **Staff Feedback Forum**

Michele Mederos likes that the board is visiting schools for their School Improvement presentations. She also appreciates that Dawn is in the schools regularly.

Lori Schilling appreciates the board's support for PLC time. This time is productive for staff and beneficial for students. She would love to have PLC time every week, instead of the current monthly schedule.

Susan Stevens values the positive environments fostered by the board member and district administration, who are consistently welcoming and approachable.

• **Volunteer Feedback Forum**

Angela Hancock is a volunteer active in Boosters and fundraising, including the book fair. She finds her volunteer work rewarding and loves the staff here. There is nothing hard about the process of volunteering. She does not have a lot of interaction at the district level, but she did appreciate that Dawn came to their Boosters meeting to solicit their input. She will continue to volunteer through her students' high school years.

Blaine thanked the staff and volunteer for their feedback.

Dawn noted that CCMS's 8th grade exit chart represents phenomenal work. The school has done impressive aligning work. She especially appreciates the way that teachers are empowering students by involving them in their own assessments, as well as the work done to reach out to parents of struggling students. Staff members' volunteered time to help students catch up is deeply appreciated. She highlighted a visit to Ashley's classroom, when she was impressed with her poise and control of her classroom as she remembered her professional response to a blatant student challenge – great job. Dawn thanked the CCMS staff for their great work in teaching kids how to treat each other.

8. INFORMATION ITEMS

A. Policy 2022 – Instructional Technology and Electronic Resources, second reading

Clarification will be made as to the title of the position(s) of the person(s) with the authority to download or install applications, and the policy will be brought back to the next regular meeting for a third reading.

B. Policy 5211 – Transfers and Reassignment, second reading

The board had no additional revision requests to this policy. It will be brought back to the next regular meeting for a third reading.

C. Policy 5215 – Alignment and Transfer of Certificated Administrative Staff, second reading

This policy was removed from the current agenda, and will be brought back to a future meeting for a second reading.

D. Policy 5221 – Part-time Staff, second reading

There were no suggested revisions to this policy. It will be brought back to the board for a third reading at the next regular meeting.

E. Policy 5230 – Job Descriptions and Responsibilities, second reading

Elaine Pfeifer asked for and received clarification regarding this policy's alignment with negotiated contract language. Policy 5230 will be brought back to the next meeting for a third reading. Ron Dinius asked that the policy more clearly state that staff members' goals are in alignment with the district's long-term goals. Dawn Tarzian will revisit this language and bring the policy back to the next regular meeting.

F. Policy 5231 – Length of Work Day, second reading

Karen Rubino asked for clarification about required 15-minute breaks for staff members. Doug explained the current applicable state law, and will clarify the language around this issue. This policy will be brought back to the next regular meeting for a third reading.

9. PROPOSAL FOR ACTION

A. District Calendars, 2012-13 and 2013-14

Doug Bright updated the board regarding the process for negotiating teacher professional learning community (PLC) time as related to the 2012-2013 calendar. The approved calendar will not be published until PLC early release times are finalized for next year. Karen Rubino moved, seconded

by Terrie Hutchins, to approve the calendar as presented. The motion carried unanimously. Dawn Tarzian noted that the PLC release time will remain similar to this year's release schedule if negotiations do not resolve the issue. If negotiations yield a decision to change the schedule structure, this information will be brought back to the board.

10. POLICY GOVERNANCE

A. Executive Responsibilities 16 – Student Conduct and Discipline

Dawn Tarzian presented evidence in support of Executive Responsibilities (ER) 16 related to student conduct and discipline. She shared the district's work toward better aligning disciplinary definitions throughout the district. The district is also working to update the discipline matrix. Blaine Peterson collected the monitoring report response forms from all board members, noting that the approval of ER 16 will be on the consent agenda at the next regular meeting.

11. BOARD WORK SESSION

A. Snow Route Proposal discussion

Blaine Peterson recalled for the board some of the ideas brought to the board by district patrons at the last board meeting. The board discussed pros and cons of increasing the snow routes to include more of the district's higher-elevation areas. They also discussed the importance of implementing procedures to allow for excused absences and opportunities to make up missed work for any students who would be impacted by such a change. The final decision on the proposal will be made at the next regular board meeting, on April 24, 2012.

Decision to be made at next regular meeting.

12. FUTURE AGENDA ITEMS

The board will discuss 2012-2013 budgeting and the Malfait fields issues, and hear an annual report from Sodexo regarding the district's food services at upcoming meetings.

13. BOARD EVALUATION

Blaine Peterson collected the board's self-evaluation form from each board member present. The results are attached.

14. RECESS TO EXECUTIVE SESSION

A. RCW 42.30.110(1)(g), RCW 42.30.140(4)(a) – Negotiations

Elaine Pfeifer moved to recess to executive session for approximately 30 minutes, returning for no action, at 8:40 p.m. Ron Dinius seconded and the motion carried unanimously.

RETURN TO REGULAR SESSION

ADJOURN

The board returned to regular session for adjournment only. Elaine Pfeifer moved, seconded by Karen Rubino, to adjourn at 9:23 p.m. The motion carried unanimously.

Dated this 24th day of April 2012

President

Secretary to the Board

Board Self Evaluation Results												
April 10, 2012						board member:	1	2	3	4	5	Average
1. The board followed its agenda and did not allow itself to get sidetracked.							4	5	4	4	5	4.4
2. The agenda was well planned to focus on the real work of the board.							5	5	5	5	5	5.0
3. The meeting started on time and proceeded in a timely manner.							4	5	5	5	4	4.6
4. The meeting proceeded without interruptions or distractions.							5	4	5	5	5	4.8
5. The board's deliberations and decision-making processes were public.							5	5	5	5	4	4.8
6. Participation was balanced; all participated; no one dominated.							5	5	5	5	4	4.8
7. Members listened attentively, avoiding side conversations.							4	5	3	4	4	4.0
8. Work was conducted in an atmosphere of trust and openness.							5	5	5	5	4	4.8
9. Meeting participants treated each other with respect and courtesy.							5	5	5	4	5	4.8
Point scoring system:												
1 Failed												
2 Unacceptable												
3 Acceptable												
4 Commendable												
5 Met Best Expectations												